



Spotlight



on Student Assessment and Accountability

What's New January 15, 2015

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Reminders

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The computer icon highlights Spotlight articles that contain information tech coordinators also need to know.



NEW Spring 2015 M-STEP Transition Readiness Timeline

To assist you in preparing for the upcoming spring 2015 Michigan Student Test of Educational Progress (M-STEP) assessments, a timeline filled with assessment, accountability, instruction and TRIG/technology information action items has been developed.

This timeline was created jointly by the Division of Accountability (DAS) Services and Office of Education Improvement and Innovation.

To increase the usability of this timeline, it is available in both Word and PDF formats on the Assessment and Accountability website under *Information on Michigan's Assessments* at www.mi.gov/baa and on the M-STEP page at www.mi.gov/mstep or by clicking the links below.

- [Spring 2015 M-STEP Transition Readiness Timeline](#) WORD
- [Spring 2015 M-STEP Transition Readiness Timeline](#) PDF

M-STEP ELA Classroom Activities and Performance Tasks

The M-STEP English Language Arts (ELA) assessments are comprehensive and measure Michigan's ELA Standards (reading, writing, language, and listening) in ALL tested grade levels (3–8 and 11).

ELA assessments have several components: a Computer Adaptive Test (CAT), a Classroom Activity, and a Performance Task.

► *Sign up for Spotlight at:*

• <https://public.govdelivery.com/accounts/MIMDE/subscriber/new>. Enter your email address, select Spotlight under Student Assessment.

Have Other Questions?

For assessment questions, please email BAA@michigan.gov.

For accountability questions, please email MDE-Accountability@michigan.gov.

For phone assistance with assessment or accountability issues, call 877-560-8378 and select the appropriate menu option.

Classroom Activity and Performance Task Samples

To familiarize teachers and administrators with the M-STEP ELA Classroom Activities (CA) and Performance Tasks (PT), samples of both for each tested grade have been placed on the appropriate M-STEP web pages.

The CA is a scripted lesson, delivered in a classroom setting 1-3 days before students take the PT. It is designed to give students a working familiarity of the context of the PT.

PTs contain source material, short constructed response items, selected response items, and one full-write essay. A PT is a combination of the following: 2-5 pieces of source material (reading passages); 1-2 selected response items; 2-3 short constructed response items; and one full-write essay (sometimes referred to as a long constructed response or extended response).

CAs and PTs work together in a coordinated set. For example, the Grade 5 CA sample titled “Working Together” discusses people working together, and people and animals working together. The subsequent grade 5 PT sample compliments the CA and is titled “Service Animals.” CAs are broader in scope and may be connected to several PTs.

PTs are designed around the various modes of writing and are aligned to grade levels: informational and opinion in grades 3-5, narrative in grades 3-8, and explanatory and argumentative in grades 6-8 and 11.

Each student will write one full-length essay. For example, a third grade student could receive a narrative, informational, or opinion PT. Note: Schools and teachers will not know which mode the students will be asked to respond to until the testing session begins.

One sample CA and PT for each grade level has been posted online. The mode of the posted sample does not imply that is the only mode for that given grade level. The PTs can be matched to the scoring rubrics, also posted on the M-STEP website.

Please visit the [M-STEP website](#) for a complete overview of the ELA assessment.

Assigning Students to Online Sessions

Schools administering the online assessment for M-STEP and MI-Access Functional Independence will need to group students into Online Sessions on the Secure Site in addition to pre-identifying students. DAS pre-identified the bulk of students from the Fall MSDS General Collection (student count day). Additional students that are enrolled during the time of testing will need to be pre-identified by the school. All students whether they were Pre-ID'd by the school or Pre-ID'd by DAS will now need to be grouped in online sessions.

The instructions for assigning students to an online session can be found by clicking on “Spring 2015 Online Sessions” located at www.michigan.gov/securesitetraining under the Quick Reference section.

The online vendor will pull the pre-identified students in their session groups from the Secure Site into their E-Direct system after 5:00 p.m. on March 27, 2015. Districts and Schools will continue to Pre-Identify students on the Secure Site through the end of testing. After March 27, schools will need to place new students into a session on the vendor's system, E-Direct, and not on the Secure Site. The vendor will continue to pull pre-identified students nightly starting March 28, 2015.

More information regarding E-Direct will be coming out soon.

WIDA ACCESS and Alternate ACCESS Certification

All educators who will be administering the WIDA ACCESS for ELLs for the first time this spring MUST go through WIDA's certification process and online modules and pass each quiz with an 80% or higher.

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There are three modules each new test administrator will need to watch which are each followed by a short quiz:

- Group Test Administration Module
- Speaking Test Administration Module
- Kindergarten Test Administration Module (not required for educators that will not be administering the WIDA ACCESS to Kindergartners)

Educators who have administered the assessment in prior years are required to retake the Speaking Test Administration Module as well as the Kindergarten Test Administration Module if they are administering the Kindergarten level.

Because the Speaking domain and the Kindergarten assessment rely heavily on educator judgment, it is necessary to review these modules on an annual basis to ensure the reliability and validity of the assessment results.

Educators administering the Alternate ACCESS for ELLs for the first time MUST also go through a WIDA certification process. Please refer to the WIDA ACCESS and Alternate ACCESS for ELLs FAQ document listed below.

More information can be found at http://www.michigan.gov/documents/mde/WIDA_FAQ_Acc_AltAcc_final_477024_7.pdf?20150113081645.

Reminder

January 26, 2015: Last date to submit WIDA Test Exceptions. More information about WIDA Test Exceptions can be found at http://mi.gov/documents/mde/WIDA_ACCESS_for_ELLs_and_Alternate_ACCESS_for_ELLs_Test_Exceptions_Final_12.17.14_477031_7.pdf?20141218135451.

Full Academic Year (FAY) Status for the 2014-15 School Year

Full Academic Year (FAY) status is used in Michigan's accountability systems to ensure districts and schools are only held accountable for students they have instructed for a minimum length of time.

This means that students enrolled for only a brief period of time, and who have not yet benefited from the entity's instructional services, will be excluded from accountability calculations related to performance.

For the 2013-14 school year and prior, Michigan considered students in grades 3-9 as FAY if they were present on all three of the previous school year's count days (Fall, Spring, End-Of-Year). The previous year's count days were used because students in elementary and middle school grades took assessments in the fall that reflected instruction received in the previous grade level. The definition of FAY used for the 2013-14 school year and prior for students in grade 11 were considered FAY if they were present on the previous four count days (Spring, Fall, End-Of-Year, and previous Spring).

Beginning with the 2014-15 school year, students attending public schools in grades 3-8 and 11 in Michigan will be taking state assessments in the spring, making a change to the definition of FAY status necessary.

In the interest of simplicity and standardization, the former FAY definitions will be changed so that all students in Michigan's accountability systems (Top-to-Bottom, Michigan School Accountability Scorecards, EdYes!, and Performance Based Funding) are identified using the same definition.

A student will have FAY status when they are present in the same entity for both the fall (October) and spring (February) count days, and are assessed by the same entity. That is, students will be considered FAY when their Fall Primary Education Providing Entity (PEPE) entity code, Spring PEPE entity code, and assessing entity code are all the same.

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Students not matching in all three of these entity codes will not have FAY status and will not contribute to accountability calculations related to performance for the school/district. This definition will be used to determine the FAY students that will contribute to your accountability reports for the 2014-15 school year.

For more information and details on the new method for identifying FAY students for accountability purposes, you may consult the business rules for FAY status document provided at http://www.michigan.gov/documents/mde/2015_Full_Academic_Year_Business_Rules_478768_7.pdf.



1:1 Devices Can Be Used for Online Testing

Schools that have 1:1 device arrangements in their school can use them for online testing without hindering instructional use, or the ability for a student to take the devices home in the evenings if the following processes are adhered to:

In order to ensure test security:

- Verify that all test tickets have been collected. No student may leave the testing room with a test ticket.
- Before the device is removed from the test administration room, the student must completely exit out of INSIGHT. Please note that when using an iPad, Guided Access must be stopped, which requires a school official to enter a secured password.
- Make sure you can see the desktop/home screen of the device before the device leaves the room. This ensures that INSIGHT is completely closed.

- If using an iPad, the following features may need to be turned on (these would have been turned off for testing):
 - Auto-Capitalization
 - Auto-Correction
 - Auto-Complete
 - Check Spelling (iOS 7)
 - Predictive Typing (iOS 8)

IMPORTANT Date Correction

Last week's article on M-STEP and MI-ACCESS Grades 3-8 and high school pre-identification incorrectly stated that barcode labels will be printed and shipped by the contractor for students taking the M-STEP or MI-Access paper/pencil tests who were pre-identified on the Secure Site by 5:00 p.m., **February 23, 2015. The corrected date is February 18, 2015.**

Schools administering the paper/pencil test will be required to print barcode labels for answer documents from the Secure Site for students pre-identified after **February 23, 2015. The corrected date is February 18, 2015.**

Just a reminder...Important Dates!

Upcoming important dates, recent topics, etc.

Important Dates

January 2015

- **NOW: M-STEP Spring 2015 Preview** is now available for Michigan students and teachers. This preview must be used in Google Chrome. Copy and paste this link into Chrome. <https://wbte.drcedirect.com/MI/portals/mi/ott1>.
- **NOW – February 11, 2015:** Window for **ACT** to receive ACT- Approved Accommodations Late Consideration Form. For questions, please contact ACT by phone at 800-553-6244 ext.1788 or via email at ACTStateAccoms@act.org.
- **January 19-23, 2015:** **ACT** Test Coordinator receive Preliminary ACT – Approved Accommodations Roster for review.
- **January 26, 2015:** Last date to submit **WIDA** Test Exceptions. More information about WIDA Test Exceptions can be found at http://mi.gov/documents/mde/WIDA_ACCESS_for_ELLs_and_Alternate_ACCESS_for_ELLs_Test_Exceptions_Final_12.17.14_477031_7.pdf.
- **January 26, 2015:** Material orders for paper/ pencil open for Spring 2015 **M-STEP** and **MI-Access** for students in grades 3–8 and HS.
- **January 30, 2015:** Deadline to request changes to the Preliminary **ACT** – Approved Accommodations Roster.

February 2015

- **February 9 - March 27, 2015:** **WIDA ACCESS** and Alternate ACCESS for ELLs testing window. Please refer to the Spring 2014-15 WIDA Schedule for more information about important WIDA ACCESS testing dates.

- **NOW – February 18, 2015: M-STEP and MI-ACCESS** Grades 3-8 and high school pre-identification

Articles in Our Last Spotlight, January 8, 2015

To access the following *What's New* articles from the last Spotlight edition, go to: [January 8, 2015 Spotlight](#).

- M-STEP and MI-Access Grades 3-8 and High School Pre-Identification - Page 1
- UIC now Required for Nonpublic & Home Schooled Students - Page 2
- Assessment Selection (When to choose MI-Access) - Page 2
- Splitting MI-Access and M-STEP by Content Area - Page 3
- WIDA ACCESS and Alternate Access for ELLs Testing Window - Page 3
- Additional Information on Testing Foreign Exchange Students - Page 3
- Recent News on College Entrance and Work Skills 2016 Assessments - Page 4
- M-STEP Early Preview - Page 4
- M-STEP ELA Performance Task Details - Page 4
- M-STEP Mathematics and ELA Material Ordering Information for Special Materials - Page 5
- MI-Access Functional Independence Online Tools Training - Page 5

Recently Asked Questions



How many devices/clients can each TSM handle?

The results from vendor testing is 150 simultaneous connections.



How can we load test the network/servers?

District Technology Coordinators (DTCs) can perform load simulations to estimate the amount of time it will take during testing to download tests and upload responses. The following are the prerequisites to performing a load simulation test:

- The TSM must be installed, running, and connected to each testing computer that you plan to include in the simulation.
- INSIGHT must be installed on each testing computer that you plan to include in the simulation.
- The System Readiness Check must be active on each testing computer that you plan to include in the simulation.
- You must select a district and school name for the testing computer for your load simulation reports.

Install INSIGHT on a testing computer and specify the location of the TSM the testing computer is using to register the testing computer with the TSM. Next, you start the TSM, specify which of the registered computers to include in the simulation, and run your simulations. Then, you use the TSM to review the results of the simulations.

When will a preview of M-STEP be available?

The M-STEP 2015 Spring Preview is now available for Michigan students and teachers. The preview is intended to provide students and teachers with a brief look at the technology-enhanced item types they are likely to see for English language arts (ELA) and mathematics.

Students will also have an opportunity to use the navigation tools and features of the online delivery engine. Students and teachers may log into the Early Preview as often as they like.

Please note: The M-STEP Preview is just that, a preview of the item types and system tools. It does not represent all standards for ELA and mathematics, nor all grade levels. A more complete M-STEP sample will be released later this month.

The M-STEP Spring 2015 Preview must be used in Google Chrome. Copy and paste this link into Chrome.
<https://wbte.drcedirect.com/MI/portals/mi/ott1>.

Can a student with an IEP take different tests for various content areas?

Yes. If a student is eligible to take a MI-Access Functional Independence assessment, their Individualized Education Program (IEP) Team has the flexibility within Michigan's assessment system to have the student participate in the MI-Access Functional Independence or M-STEP for different content areas. For example, an IEP Team might decide that its fourth-grade student will take the M-STEP for mathematics and science and MI-Access Functional Independence for English language arts (ELA), or some other combination.

Before making a determination on the appropriate assessment for your student, please read the ELA and mathematics information in the M-STEP Spring 2015 Michigan Assessment Transition document dated November 2014 at http://www.michigan.gov/documents/mde/Assessment_Transition_FINAL_11-13-14_473989_7.pdf.

Please note the following:

- The M-STEP ELA assessment consists of reading, writing, and listening and cannot be split.

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Recently Asked Questions

- Both the M-STEP ELA and mathematics tests include constructed response items.

Keep in mind that students taking MI-Access Participation or Supported Independence must do so for all content areas.

I have a student that requires a human reader based on the need for a familiar voice as specified in his IEP. It looks as though there is guidance for the M-STEP online ELA and math to be read aloud by a human reader, but the same option is not available for the online Social Studies or Science. Does this mean my student should take a paper/pencil version of Social Studies and/or Science?

Yes, this is likely the best option, because a reader script is available for the paper versions. For these two subject areas, there are numerous variables that lead to interpretations of specific symbols, vocabulary and expressions. Allowing the human reader option without a script or specific reader guidelines opens up vulnerability to the validity of the test results. However, the good news is that different modalities can be ordered by content area for the M-STEP. So a student taking an online ELA and Mathematics assessment can take the paper/pencil version of the Social Studies and/or Science assessment which has a reader script.

There may be some isolated cases where students will require a familiar or specified type of voice. However, it may be helpful to know a little bit about the text-to-speech (TTS) option:

- It is “human-like” (it is NOT the same voice used in previous online pilots).

- While it is an artificial voice, it does sound a great deal like the voices used on our audio CD (with depth to the tone).
- It is a male voice.
- The speed of the voice can be adjusted by the student in the engine (faster or slower).
- There are “starting points” so that if a passage or question needs to be read again, the student clicks on the “starting point” dot where they would like the TTS to start reading over.
- TTS presentation can be repeated as often as needed for a question or passage using the “starting points” mentioned above.

Please remember that a student with an IEP can take an online modality for one content area, and a paper/pencil modality for another. Please be sure to follow instructions for such orders in the secure site.

When will manuals for M-STEP be available?

Test administration manuals are being completed and will be available soon. The manuals will be available online for both paper/pencil and online administrations. The 2015 Paper/Pencil Summative Assessment Administration Directions will be sent directly to schools with test materials.

Can students use scratch paper for online testing?

Yes, students may use scratch paper. However, all scratch paper must be collected, returned to the building test coordinator and destroyed after testing.

Recently Asked Questions

Will graph paper be provided by the state?

Graph paper will only be necessary for students in grades 6-8 and 11 taking the online assessment. Graph paper will automatically be shipped with the online test administration directions in advance of testing. Students taking paper/pencil will not be required to use graph paper because they will be able to write in their test booklets.

Can students take the Computer Adaptive Test before Classroom Activity and Performance Task?

Yes. There is no order required with the exception of the classroom activity, which must be given to students prior to the administration of the performance task.

► *Prior Recently Asked Questions can be found at http://www.michigan.gov/documents/mde/Recently_Asked_Questions_470957_7.pdf.*